

From: [Chris Hill](#)
To: [Robert Puls/ADA/USEPA/US@EPA](#); [Michael Overbay/R6/USEPA/US@EPA](#); [Christopher L. Quina \(cquina@ene.com\)](#); [John Satterfield](#); [Lukert, George](#); [Gene Florentino \(gflorentino@ene.com\)](#); [Susan Mravik/ADA/USEPA/US@EPA](#); [Cassi Vann](#)
Cc: [Mike Brownell](#); [Fonda Manwell](#); [Nancy Coleman](#); [Bert Smith](#); [Debby McElreath](#)
Subject: EPA HF Study - EPA Stakeholder Meeting Minutes (9/9/11)
Date: 09/11/2011 04:00 PM

The meeting minutes for last Friday's conference call are provided below. I would appreciate if you would let me know if I missed anything from our discussions.

9/9/2011 Minutes:

- Attendees
 - CHK: Chris Hill, Cassi Vann, Nancy Coleman, Bert Smith
 - EPA: Mike Overbay, Susan Mravik
 - E&E: Gene Florentino
- Quality Assurance Project Plan (QAPP)
 - EPA will need to finalize the QAPP document at the end of September.
 - **ACTION:** CHK is on track to provide all comments to the EPA by **September 12th, 2011.**
 - CHK has requested a copy of the EPA proposed analytical methods. CHK would like to compare EPA methods to the methods to be utilized by CHK to ensure that the same methods are utilized by both parties and to provide input on these methods if necessary.
 - **ACTION:** Verify with Director that EPA analytical methods can be released to outside party (Bob, 9/14/2011 **IN PROGRESS**)
 - CHK has requested that the design plan for geophysical study be included in the QAPP so CHK can provide comments as necessary.
 - **ACTION:** Design plan for geophysical work to be included in the QAPP (Bob, 9/14/2011 **IN PROGRESS**)
- Monitoring Wells
 - Current monitoring well design plan has been discussed further with Regulatory and Operations leads.
 - CHK's concerns and position regarding monitoring wells installed on the pad site remains valid.
 - Monitoring wells could be installed just off of the pad site (approximately 150 feet down gradient from the well bore)
 - **ACTION:** CHK will provide map of recommended monitoring well locations along with QAPP comments (Chris, 9/12/11 **IN PROGRESS**)
 - Mike has discussed potential regulations regarding monitoring well setbacks with LDEQ and LDNR.
 - Representative from LDEQ (Paul Miller) indicated that LDEQ does not currently have regulations regarding stipulations for monitoring well setbacks from sources of contamination (particularly well bores).
 - LDNR is conducting further research into their regulations and are expected to provide a response by COB today (9/9/2011)

- **ACTION:** E&E to develop additional design plans for monitoring well location and installation to provide further options for discussion (Gene, 9/14/2011 **IN PROGRESS**) E&E has provided to EPA.
- Communication Plan
 - **ACTION:** Develop a draft communication plan (Chris, 8/26/2011 **IN PROGRESS**) Draft communication plan will be provided to EPA along with QAPP comments by September 12th, 2011.
- Data Management
 - **ACTION:** EPA to develop FTP site for all study data and materials and will provide CHK with access. (Bob, 9/14/2011 **IN PROGRESS**)
 - CHK has provided EPA with names and contact information for all CHK parties requiring access to the FTP site.
 - **ACTION:** E&E to provide EPA with names and contact information for all parties requiring access to FTP site. (Gene, 9/14/2011 **IN PROGRESS**)
- Meetings
 - Meetings will be moved to Monday afternoons at 1:00 pm until further notice (Starting after Sept. 19th meeting).
 - A make-up meeting has been scheduled for Wednesday, September 14th, from 8:00 to 9:00 am.
 - **ACTION:** Schedule face-to-face meeting Sept. 19 (Chris, 9/2/2011 **COMPLETE**)
 - Face-to-face meeting has been scheduled for Monday September 19th, 2011 from 8:30 am to 1:00 pm CST.

Thank you,
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